

FINAL



**WEARE BOARD OF SELECTMEN
MEETING MINUTES
January 11, 2010**

PRESENT: TOM CLOW, CHAIRMAN; RICHARD W. BUTT, VICE CHAIRMAN; DONNA OSBORNE, SELECTMAN; KEITH R. LACASSE, SELECTMAN

TOWN ADMINISTRATOR: Naomi Bolton

RECORDING SECRETARY: Cherry Palmisano

GUESTS: Frank Campana, Bob Richards, Ray Eaton, Ike Shepard, Tina Connor, Jan Snyder

7:00 p.m. Chairman Clow called the meeting to order.

Chairman Clow moved, Selectman seconded to enter into non public session @ 7:01 p.m. pursuant to the authority granted in RSA 91-A:3II (c). A roll call vote was taken, Vice Chairman Butt – yes; Selectman Osborne – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 4-0-0

Chairman Clow moved, Selectman Lacasse seconded to come out of non public session @ 7:20 p.m. A roll call vote was taken, Vice Chairman Butt – yes; Selectman Osborne – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 4-0-0

Chairman Clow moved, Selectman seconded to enter into non public session @ 7:21 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Vice Chairman Butt – yes; Selectman Osborne – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 4-0-0

Chairman Clow moved, Selectman Lacasse seconded to come out of non public session @ 7:52 p.m. A roll call vote was taken, Vice Chairman Butt – yes; Selectman Osborne – yes; Selectman Selectman Lacasse – yes; Chairman Clow – yes. Passed 4-0-0

Chairman Clow moved to seal and restrict the minutes of the second non-public pursuant to the authority granted in RSA 91-A:3 II; Selectman Lacasse seconded the motion. The motion passed.

Chairman Clow said there was a rumor that came to the Board of Selectmen's attention that Bob Richards worked for the company that recently sold an ambulance to the Town of Weare. The BOS met with Mr. Richards to discuss the issue. The BOS determined it was a fact that Mr. Richards does not work for that company and has never received any compensation from that company.

MANIFESTS

Chairman Clow moved, Selectman Osborne seconded, to authorize the Board of Selectmen to sign Manifest and order the Interim Treasurer to sign checks dated January 14, 2010. Passed 4-0-0

Accounts payable	\$350,710.81	(John Stark \$250,000)
Gross Payrolls	\$49,339.38	(Includes Special Detail, Taxes, Credit Union)
	<u>\$5,115.99</u>	(Fire Monthly)
Total	\$374,166.18	

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2010 BUDGET DISCUSSION – Mrs. Bolton said they had Correspondence from Chris Hague regarding a change to the Library budget. Mrs. T. Connor said the proposed budget is the same, but there was a change to the default. Mrs. Bolton said the default budget for the Library is \$174,254.

Mrs. Bolton said she received an email from Sue Tuthill regarding the fax machine downstairs for the Highway Department. Mrs. Bolton said they need to take \$345 out of the Land Use telephone line and put it into the Highway Department phone line.

Mrs. Bolton said they based their diesel fuel cost on \$2.75 a gallon, fuel has already increased to \$2.50, and she questions if the Board wants to change the dollar figure. The Police Department used 12,848 gallons of gasoline last year, the Fire Department used 535 gallons, and the Highway Department used 9,000 gallons. The Fire Department used 2,716 gallons of diesel last year, the Highway Department used 39,000 gallons and no diesel was used by the Police Department. Mrs. Bolton said when they estimated the fuel cost the price per gallon of diesel had dropped. Chairman Clow thinks they used \$4.00 per gallon for the cost of diesel and \$3.50 per gallon for the cost of gasoline for an estimated cost. Selectman Lacasse and Chairman Clow think they should be safe with what they are currently proposing. Vice Chairman Butt said the fuel lines make up a large percentage of the budget and if they are over it could be a large dollar amount. Mrs. T. Connor said there was a \$7,000 purchase order at the end of the year to purchase fuel from the 2009 budget. The Board agreed to leave the fuel lines alone.

Mrs. Bolton informed the Board that according to Article 14 in the Police contract it states that the town will provide and/or replace any/all ballistic vests that are beyond manufacturers warranty. Mrs. Bolton said there are ten vests that are beyond the manufacturers warranty and need to be replaced. These vests have not been budgeted for in the 2010 budget and will cost \$6,551.20. The Board said the expense will be added to the Equipment Purchase budget line 740; changing the line to \$9,551. Selectman Lacasse is concerned with it being in that line and being added to the default budget again next year. Mrs. T. Connor will create a new line for the purchase of the vests. The Board discussed line 740 and said \$3,000 was proposed but only \$1,281 was spent from the line. The Police Department was under budget by \$23,662.17 for 2009. Line 740 in the default will be changed to \$1,500, the proposed remains the same.

Line 619 Assessing – changed proposed and default to \$50.00.

Line 116 Police Department part time secretary – Mrs. Bolton said she spoke with Chief Begin about doing something in regards to hiring a part time secretary this year. Chairman Clow said Chief Begin has stated several times that he did not hire someone for this position because he had to use the money to cover the overtime line. This is not a new position. It was discussed that there were interns that were coming in from John Stark to work in the Police Department office. The Board decided to leave this line as is.

Line 700 Police Department Police Juvenile Diversion Project – Mrs. T. Connor said she discussed this with the Police Department secretary and they determined things were not spent from the appropriate lines. In 2008 \$1,325 was expended, in 2007 \$1,524 was expended. Selectman Lacasse wants the default line to be \$1,500 and leave the proposed at \$5,000.

Line 610 Police Department – \$4,794 is not a service contract, this is for repairs, the proposed was dropped to \$3,500. The reason for the change is that some things were expended from this line that should have been spent from another line(s). Chairman Clow mentioned that the full time secretary from the Police Department could have been coding improperly which reflects the numbers being inaccurate. The supply line in the proposed will stay \$5,500, but the default will be \$3,000

Fund 09 Ambulance Service Fees – needs to be put in.

Agricultural Commission \$500 needs to be in the proposed.

There will be a Public Hearing on Monday, January 18th for the final budget numbers.

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The Board discussed the remaining balance of \$136,467.74 and putting it into the general fund. The Board said they will not know if they will use it to offset the tax rate.

2010 PROPOSED TOWN WARRANT –

Article 6 – needs new numbers

Article 7 – Capital Reserve – numbers need to be updated

Chairman Clow said last year they agreed to leave the valuation flat.

Department revenues for service total \$2,511,863. The estimate will be looked at and reviewed in August, which is \$80,000 less than last year.

Vice Chairman Butt said the proposed revenue was \$2,712,000 and the actual revenue was \$2,691,000.

Mrs. T. Connor said the number they are using for estimated department revenues comes from the departments, and are the best guesses.

Net Assessed Valuation is \$938,010,000.00, which is the figure they used went setting the tax rate. The Board added 1% for a total of \$940,118,000.00

Capital Reserve Article – Vice Chairman Butt said that Chief Begin originally requested three vehicles. Vice Chairman Butt said two patrol vehicles need to be replaced. Vice Chairman Butt would like to raise and appropriate the cost for one vehicle and use the revolving fund for the second vehicle. Revenue from special details goes into the revolving fund and can be spent from there; pays for salaries and because they are using police vehicles on these details, vehicles can be purchased from this fund as well. Related costs for vehicles can also be spent from this fund. Mrs. T. Connor said that \$35,000 went into this fund from 2009 for revenue from using police vehicles on detail. Selectman Lacasse said it saves the tax payers some money by using the fund to purchase a vehicle.

Article 8 – Road Reconstruction \$400,000 with \$261,430.26 anticipated to be received from Highway Block Grant Funds from the State of NH leaving \$138,569.74 to be raised by taxation.

Article 9 - Hazardous waste collection, \$6,000

Article 10 – To raise and appropriate \$30,000 to be placed in the Employee Retirement Capital Reserve Fund. It was discussed that the amount currently in the fund will cover the one retirement they know about this year. As of April, if they do not put any funds into this fund, the fund will be zeroed out. Vice Chairman Butt feels they should not ask for any funds to go into the fund this year and feels they should only ask for it the year they need it. The Board discussed adding this request to Article 7. Vice Chairman Butt feels it is not a Capital Reserve item, it is actually a contractual obligation with employees. The fund is worded retirement and accruals. Selectman Lacasse feels they should put money into this fund and start paying it out. Chairman Clow said in the newly adopted personnel policy there are new accrual policies. The Board decided to leave this article alone.

Article 11 – To modify the purpose of the existing Weare Fire Department Vehicle Replacement Special Revenue Fund. Chairman Clow said they would want to rename the fund to include EMS personnel but not specify per diem or daytime coverage. Selectman Lacasse is concerned with the fund being so broad. Mrs. T. Connor said this article is not requesting to spend money; just to allow for that usage. Vice Chairman Butt said the voters have to give permission to fund the expenditure. The Board decided to rename the fund: Weare Fire Department Special Revenue Fund for the purpose of vehicle replacement and EMS/fire fighter personnel.

Article 12 – To raise and appropriate \$84,013 for the hiring of four part time per diem EMT/Firefighters to provide staffing for the ambulance in order to provide daytime coverage and to authorize the BOS to accept a SAFER Grant which will provide full funding for this appropriation. Vice Chairman Butt discussed Article 13 cannot be approved without Article 11. Vice Chairman Butt feels it would be a lot less confusing to the voters if Articles 11 and 13 were combined. Selectman Lacasse said it might be better to keep them separate, if Article 13 were not to pass, they can ask for it again next year. Chairman Clow said that Article 13 needs to state it

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would be a continuing expense. Article 13 should say up to \$90,000 and state that it would be an annual expense. Chairman Clow said when a voter comes to the polls, if they did not do any research, they would not know that Articles 11, 12, and 13 are connected.

Mrs. Bolton said that Monday, January 18th (public hearing) is last day to change budget numbers, January 26th is the last day for the warrant and the budget. Cannot make changes to dollar amounts after the public hearing and before the Deliberative Session.

Article 14 - \$20,000 for cemetery improvements.

Article 15 - \$8,000 for patriotic fireworks.

Article 16 - \$60,000 to purchase equipment to grind up brush at the Transfer Station. The Board needs to know when this will be required by law (actual date).

Article 17 - \$10,000 for part-time Cable TV/Communications Coordinator. Vice Chairman Butt would like to remove this from the warrant. The Board decided to remove this warrant article.

Article 18 - \$6,743.000 for the purpose of adding additional support staff hours at the Weare Public Library. If approved future funding of these positions will be included within the Library budget on an annual fiscal year basis.

Article 19 – Change the purpose of the Weare Tricentennial Expendable Trust Fund.

Article 20 – Mrs. Bolton said Articles 20 and 21 can be combined; combine amount and then combine purposes. The Board decided to combine Articles 20 and 21.

Article 22 – Petitioned article.

Selectman Lacasse asked if the BOS could also recommend a petitioned article. The Board said no.

Mrs. Bolton said the collective bargaining is not included yet, but there will be one.

Mrs. Bolton put together a cover design for the Town Report.

Mrs. Bolton said Mrs. T. Connor scheduled the 2009 audit for April 19, 2010. Chairman needs to sign; the Board gave permission for Chairman Clow to sign.

Mrs. Bolton informed the Board that she spoke with Laura Spector regarding the Bow dispatch contract. The contract, according to RSA, does require approval from the Attorney General before entering into the agreement because it is an intermunicipal agreement. It also requires a vote of town meeting and could be done on a separate warrant article or included in the operating budget. The Board questions whether it can be in the default and whether a defeat of the proposed budget would be a defeat of the article. Mrs. Bolton will get more information. The Goffstown contract expires March 31, 2010. The Board discussed putting the default line for dispatch back to \$35,500 instead of \$33,100 in case it does not get approval.

Chairman Clow moved, Selectman Lacasse seconded to enter into non public session @ 11:05 p.m. pursuant to the authority granted in RSA 91-A:3II (a&c). A roll call vote was taken, Vice Chairman Butt – yes; Selectman Osborne – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 4-0-0

Selectman Lacasse moved, Vice Chairman Butt seconded to come out of non public session @ 11:49 p.m. A roll call vote was taken, Vice Chairman Butt – yes; Selectman Osborne – yes; Selectman Lacasse – yes; Chairman Clow – yes. Passed 4-0-0

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary